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EXHIBITION PLACE

July 15, 2011

ACTION REQUIRED

To: The Board of Governors of Exhibition Place

From: Dianne Young
Chief Executive Officer

Subject: **Agreement for Provision of Compostable
Product Pick-up & Composting Services**

Summary:

This report recommends the Board enter into an agreement with Planet Earth Recycling (Planet Earth), for a one year period commencing August 1, 2011, with the option to extend for an additional three (3) separate one year periods for the provision of compostable product pick-up and composting services.

A Request for Quotation (RFQ) process was issued through the City of Toronto, Finance Department, Purchasing and Material Management Division for the provision of compostable product pick-up and composting services to Exhibition Place. The Planet Earth quotation is the overall lowest acceptable bid received in compliance with all requirements.

Recommendation:

It is recommended that the Board approve an agreement with Planet Earth for a period of one (1) year, with the option to extend for an additional three (3) separate one year periods, on the terms and conditions outlined in this report and other such terms and conditions satisfactory to the Chief Executive Officer and the City Solicitor.

Financial Impact:

The projected annual expenditure for compostable product pick-up and composting services is \$57,105, of which more than \$54,000 is recoverable from the Board's clients. The remaining expense of \$ 3,105 is provided for in the 2011 Operating Budget, and will be provided for in the 2012, 2013, and 2014 Operating Budgets.

Decision History:

A staff review of procurement trends identified that for 2010 over thirty (30) separate purchase orders were issued for this composting services, wherein it was determined that a global agreement would be a more efficient and effective approach in addressing specific composting requirements.

On June 1, 2011, Exhibition Place through the services of City of Toronto issued a Request for Quotation to establish a new agreement for the provision of compostable product pick-up and composting services.

Issue Background:

The RFQ included a detailed scope of work for the provision of compostable product pick-up and composting services.

Bidders were required to submit pick-up and composting service pricing by rate per tote service (of various sizes) including transportation, cost per metric tonne of organic waste received from composting and haulage fees, including the return of compactor, by days of the week.

The RFQ closed on June 16, 2011 with two quotations received. The results were as follows:

Bidder	Year 1	Optional Year 1	Optional Year 2	Optional Year 3
Planet Earth Recycling	\$57,105	\$57,105	\$58,105	\$59,121
Waste Management of Canada Corp.	\$106,856	\$110,596	\$114,467	\$118,474

The Planet Earth quotation is the overall lowest acceptable bid received in compliance with all requirements.

Staff report favourably on Planet Earth's past performance at Exhibition Place, and the City of Toronto Fair Wage and Labour Trades Office confirms that Planet Earth is in compliance with the Fair Wage requirements for this work.

Planet Earth Recycling processes multi-material, non-hazardous refuse and specializes in organic waste. In addition to organic waste they collect and process glass containers, aluminum and other metal cans, plastic PET, paper and corrugate. Planet Earth Recycling has serviced Ontario's recycling needs since 1990.

Planet Earth's list of current clients includes City of Toronto, Child Care Services division, City of Toronto, Long Term Care Services and Metro Ontario Inc.

Staff are recommending the approval of an agreement with Planet Earth on the following terms and conditions:

- (a) Term: One year commencing August 1, 2011, with the option to extend for three additional one-year periods, subject to satisfactory performance review and budget availability.
- (b) Pricing: Pricing is to be fixed during the term of the Agreement in accordance with the terms of the RFQ

- (c) Assignment: The agreement shall not be assigned by Planet Earth without written consent of the Board.
- (d) Indemnity/Insurance: Planet Earth shall provide proof of insurance in a form and amount satisfactory to the Board and containing provisions including the Board, CNEA, and the City of Toronto as additional insured with a cross liability/severability of interest clause of standard wording.
- (e) Union Obligations: Planet Earth shall comply with all trade union/association agreements affecting work done on the grounds.
- (f) Other Commercial Terms: The agreement shall include other standard commercial terms respecting termination and other matters in a form satisfactory to the City Solicitor and the Chief Executive Officer.

Contact

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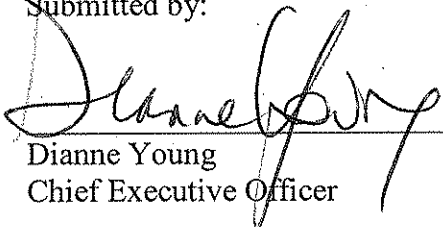
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Submitted by:



Dianne Young

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